



Housing Authority of the City of Alameda

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MINUTES

REGULAR MEETING OF THE HOUSING COMMISSION OF THE CITY OF ALAMEDA HELD WEDNESDAY, JUNE 18, 2008

The Commission was called to order at 7:00 p.m. by Chair Gormley.

PLEDGE OF ALLEGIANCE

1. ROLL CALL

Present: Commissioner Balde, Ganley, Kurrasch, Pratt, Schlueter, and Chair Gormley

Absent: Commissioner Trujillo

2. CONSENT CALENDAR

Commissioner Kurrasch requested items 2-F and 2-G be removed from the Consent Calendar. Commissioner Kurrasch moved to adopt the Consent Calendar with the exception of items 2-F and 2-G. Commissioner Schlueter seconded. Motion carried unanimously. All items accepted or adopted are indicated with an asterisk.

- *2-A. Minutes of the Housing Commission Regular Meeting held April 16, 2008. Minutes were accepted.
- *2-B. Draft Minutes of the Board of Commissioners Special Meeting held April 15, 2008. This report was for information only.
- *2-C. Budget Variance Report. This report was accepted.
- *2-D. Quarterly Investment Report. The Housing Commission accepted the report on the Housing Authority's investment portfolio as of March 31, 2008.
- *2-E. Results of Customer Satisfaction Survey for 2008. The Commission accepted the survey results and directed staff to provide the Executive Summary to the Chief Executive Officer and Board of Commissioners.
- 2-F. Write-off of Uncollectible Tenant Accounts Receivable. Commissioner Kurrasch questioned a miscellaneous charge at Independence Plaza under deceased. Executive Director Pucci stated it was for carpeting, painting, and cabinets but said the charge is unusually high and will look into it. Commissioner Kurrasch also questioned an eviction at PV23 and asked if the Housing Authority pursues for collection. Mr. Pucci said these outstanding debts are turned over to a collection agency to collect. Mr. Pucci also described how the State of California has a program to recover funds. For instance, if the tenant has a tax refund due the State will intercept it on the Housing Authority's behalf. Commissioner Kurrasch asked if these outstanding debts affect the tenant's ability to get public housing. Mr. Pucci said yes and it is also reported in their credit report.

Commissioner Pratt asked how many months in arrears on rent a tenant can be. Mr. Pucci replied one month and described the process. He explained it can take several months for a termination to occur, and in the meantime no rent is collected, and the rent payable amount builds up.

Commissioner Kurrasch moved to approve the write-off of the attached tenant accounts receivable totaling \$31,429.44. Commissioner Schlueter seconded. Motion carried unanimously.

- 2-G. Awarding Contract for Reinstatement of Fire Damaged Unit at 718A Eagle Avenue. Commissioner Kurrasch commented on the range of bids for the reconstruction of 718A Eagle Avenue. Commissioner Kurrasch is pleased that FK Construction will be doing the work, as they have done satisfactory work in the past.

Commissioner Pratt pointed out a typographical error in the first paragraph of the first page. The year should be 2007 instead of 2008.

Commissioner Kurrsach moved to:

1. Award a contract to FK Construction for an amount not to exceed \$65,356 to reinstate the fire damaged unit located at 718A Eagle Avenue;
2. Authorize the Executive Director to execute the contract with FK Construction.

Commissioner Ganley seconded. Motion carried unanimously.

- *2-H. Recommending Change in Authorized Travel. The Housing Commission recommended the Board of Commissioners:

1. Eliminate authorization for a Commissioner and a staff member to travel to Nashville for the NAHRO conference; and
2. Authorize one staff member to attend the public housing conversion training offered by HUD in August 2009 in Washington, D.C. or in September 2009 in Chicago.

3. AGENDA

- 3-A. Review of Draft Pedestrian Plan. Gayle Payne, Transportation Coordinator with the City of Alameda Public Works, gave a presentation of the draft Pedestrian Plan. Commissioner Kurrasch recommended that the Housing Commission recommend to the Board of Commissioners to recommend to the City Council to adopt this Draft Pedestrian Plan with the Commissions few comments. Chair Gormley seconded. Motion carried unanimously.
- 3-B. Estuary Crossing Feasibility Study – Information Item. Gayle Payne, Transportation Coordinator with the City of Alameda explained the Estuary Crossing Feasibility Study is occurring. Consultants are half way through and looking at alternative projects, including amphibious buses. This is a higher priority project for Alameda because Alameda residents are more impacted by congestion in the tube than Oakland residents. Ms. Payne further discussed details of this study. This item was for discussion only.
- 3-C. Appoint Committee to Nominate Housing Commission Officers. Chair Gormley appointed Commissioners Schlueter and Pratt to the ad-hoc committee to nominate officers for an annual term starting July 16, 2008. The committee met and nominated Commissioner Kurrasch as Chair and Commissioner Pratt as Vice-Chair to the Housing Commission. The election will be held during the first meeting after July 1, 2008 which will be July 16, 2008.
- 3-D. Authorizing Chair and Director to Determine Conference Attendees. Mr. Pucci explained the Housing Commission authorized the Chair and Executive Director to determine conference attendees. After the new Chair has been elected in July a decision will be made on conference attendance. Commissioner Schlueter moved that the Housing Commission authorize the new Chair and the Executive Director to determine who will attend the conferences. Commissioner Balde seconded. Motion carried unanimously.
- 3-E. Amending the Section 8 Administrative Plan to Allow Vacancy Loss Payments for Project Based Voucher Units, to Provide an Exception to the Residency Requirement for Portability to Allow for Family Unification, and to Allow a Change in the Utility Allowance as a Reasonable Accommodation, and to Amend the Administrative Plan and Admissions and Continued Occupancy Policy to Clarify the Definition of Domestic

Violence as Defined by the State of California. Mr. Pucci stated the Agency Plan was adopted, with recommendations to clarify language regarding the Violence Against Women Act. Clarification was made regarding how victims of domestic violence are treated and staff is also requesting adoption of additional issues.

The Vacancy Loss for Project Based Voucher Units will allow the Housing Authority to pay for a vacancy loss when a project-based voucher unit turns over. HUD allows housing authorities to pay for a vacancy loss because there is a longer time to qualify a tenant for the Section 8 program and this provides money for the landlords when their units are vacant.

The Exception to Residency Requirement for Family Unification would waive the 12 month residency requirement to allow non-resident families to move to another jurisdiction to promote family unification.

The Change in Utility Allowance as a Reasonable Accommodation would allow an increase in the utility allowance as a reasonable accommodation for disabled tenants who require medical equipment to cover the increased energy cost.

The Definition of Domestic Violence the Housing Authority has been using is the Federal definition. Mr. Pucci said staff would like to change it to include the State of California's definition because the California definition is broader and appropriate. Commissioner Kurrasch questioned if the lined-out wording, in the definition of domestic violence, will be deleted from plan. Mr. Pucci said that is correct and the shaded wording will be included in the plan.

Commissioner Balde moved the Housing Commission approve changes to the Section 8 Administrative Plan and ACOP:

1. To allow vacancy payments to owners of project based-units;
2. To allow the Executive Director to approve an exception to the residency requirement for family unification;
3. To allow an increase in the utility allowance to cover the energy cost for operating necessary medical equipment; and
4. To clarify the definition of Domestic Violence, also applicable to the Admissions and Occupancy Policy.

Commissioner Ganley seconded. Motion carried unanimously.

- 3-F. Changing Subsidy Standard for Single Applicants. Mr. Pucci explained the subsidy standards dictate how vouchers are issued. He said a one person family typically gets a studio voucher, a two person family gets a one bedroom voucher, etc. This standard has been working well and saved the Housing Authority money. Unfortunately, people issued studio vouchers are having difficulty finding studio apartments; this impacts a lot of seniors and disabled people. The Housing Authority would like to issue them one bedroom vouchers so they can find one bedroom apartments.

Commissioner Pratt asked about the Housing Authority currently being under-leased. Mr. Pucci explained there are not enough units city-wide in all bedroom sizes. He said ninety-five percent of the vouchers are being used and five percent need to be used.

Commissioner Kurrasch moved the Housing Commission adopt a change to the Administrative Plan to allow single persons to obtain a one bedroom voucher. Commissioner Ganley seconded. Motion carried unanimously.

- 3-G. Clarifying Placement on Waiting List Following Rejection of Unit. Mr. Pucci said clarification is needed regarding placement on the waiting list following rejection of a unit. A family will retain their spot on the waiting list following rejection of a unit. Commissioner Schlueter moved the Housing Commission adopt the proposed revision of the ACOP to clarify the placement of a family on the waiting list following the rejection of a unit. Commissioner Pratt seconded. Motion carried unanimously.

4. ORAL COMMUNICATIONS

Jude Bullock, resident of Eagle Village, expressed his concern regarding a handicapped resident not receiving maintenance services. He also expressed concern that disabled visitors are not able to park in residents' parking spaces. He expressed concern regarding water being on for landscaping too long. Mr. Pucci said he would check into these issues and report back to the Commission. Mr. Pucci further said designated parking for tenants is for tenants only. Visitors must park in visitor parking and disabled visitors can park in handicapped parking.

5. COMMISSIONER COMMUNICATIONS

Commissioner Balde asked that the water running at Eagle Village be checked. Mr. Pucci said he would check.

Commissioner Schlueter mentioned proposed legislation regarding non-smoking in all multi-family units. Mr. Pucci commented.

Chair Gormley said on August 1, 2008 Independence Plaza is an official non-smoking complex. New leases are being signed and include the non-smoking policy.

Michael Torrey made a number of announcements of upcoming events.

6. ADJOURNMENT

There being no further discussion, Chair Gormley adjourned the meeting at 8:15 p.m.

Arthur A. Kurrasch, Chair

Attest:

Michael T. Pucci
Executive Director / Secretary